



COMMONWEALTH OF MASSACHUSETTS
THE TRIAL COURT
PROBATE AND FAMILY COURT DEPARTMENT
ADMINISTRATIVE OFFICE
JOHN ADAMS COURTHOUSE
PEMBERTON SQUARE, MEZZANINE
BOSTON, MA 02108

Angela M. Ordoñez
CHIEF JUSTICE

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TO: All Persons Interested in Receiving Appointments Under Category D of the Probate and Family Court Supreme Judicial Court Rule 1:07 Fee Generating Appointment List

FROM: Hon. Angela M. Ordoñez, Chief Justice

DATE: September 30, 2015

If you are currently on the Category D list and would like to remain on the list for 2016

To remain on the Category D list, you must take a yearly mandatory CLE as set forth by the Administrative Office of the Probate and Family Court. This requirement supersedes any prior requirement to have a certain number of credits every year, or every other year. Please see our Rule 1:07 report which includes this requirement. The Rule 1:07 report can be found at <http://www.mass.gov/courts/docs/courts-and-judges/courts/probate-and-family-court/fee-categories-qualifications-methods-application.pdf>

At this time, in order to remain on the Category D list, you must take one of the trainings listed below.

October 30, 2015 – MUPC & MUTC Update 2015 – MCLE	2160031 P01
October 30, 2015 – MUPC & MUTC Update 2015 Live Webcast – MCLE	2160031WBC
ON DEMAND (Recorded) WEBCAST – MUPC & MUTC Update 2015 – MCLE	2160031 RBC

November 13, 2015 – Third Annual Probate Law Conference – MBA @ Lombardo's in Randolph, MA

If you would like to register, you must contact the organization directly (<http://www.mcle.org>) OR (<http://www.massbar.org>)

Please do not contact the Administrative Office to register.

Documents to be submitted to the Probate and Family Court Administrative Office by December 15, 2015

If you attend the MCLE program on October 30, 2015 or the MBA program on November 13, 2015, you must obtain a Certificate of Attendance form.

If you view an MCLE webcast, you will not receive a certificate of attendance from MCLE. Instead, we ask that you send us proof of purchase, as well as an affidavit stating that in addition to purchasing the webcast, you also viewed the webcast.

The completed Certificate of Attendance or proof of purchase and affidavit must be submitted to the Administrative Office **by December 15, 2015** or your name will no longer appear on the court-generated Category D list. All documentation may be sent by facsimile (617-788-8995), by US mail to the Probate and Family Court Administrative Office at the above address, or by *e-mail* to jocelynn.welsh@jud.state.ma.us.

If you are not yet approved to be on the Category D list and would like to apply...

You must take one of the live courses or one of the webcast options listed above **prior** to submitting your application. The required documents referenced above (Certificate of Attendance or proof of purchase and affidavit) must be submitted with your application package. The application is available at <http://www.mass.gov/courts/court-info/trial-court/pfc/pfc-fee-appointments-gen.html> Please send your application and supporting materials by US mail to the Probate and Family Court Administrative Office, or by *e-mail* to jocelynn.welsh@jud.state.ma.us